

12-800

MAR 7 1956

12/12/72

25X1

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Office of the Comptroller, Adjustment of T/O to Ceiling.

1. In accordance with your request that each office adjust its T/O to ceiling, the Comptroller has identified 21 positions to be deleted from its T/O and 2 positions to be established, making a net reduction in T/O of 19 (See TAB A). Corrections in ink were made after consultation with the Office of the Comptroller, advising them that T/O must equal civilian ceiling plus military ceiling.

2. The present and proposed T/O's and ceilings are as follows:

T/O	Present	Adjustment	Proposed
Civilian Ceiling			
Military Ceiling			
Total Ceiling			

25X9A2

3. Your approval of the proposed adjustment in T/O of the Office of Comptroller, is recommended, subject to position evaluation review of the additional positions by the Office of Personnel.

SIGNED

Chief, Management Staff

25X1A9A

ATTACHMENT:

TAB A - Proposal

The recommendation in paragraph 3 is Approved

MAR 8 1956

Date

DISTRIBUTION:

Orig. & 1 - Office of Pers.

1 - DE/AS Chrons + subject

2 - Comptroller

1 - Mgt/S Conback

L. K. [Signature]
Deputy Director
(Support)

25X1

Mgt/S/MRW:ee (6 Mar 1956)

~~SECRET~~

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Att. missing